

**ONEIDA COUNTY DEPARTMENT OF SOCIAL SERVICES COMMITTEE**  
**SEPTEMBER 28, 2017**

Members present: Ms. Carol Pederson, Mr. Alan VanRaalte, Mr. Jim Winkler, Mr. Bob Metropulos, and Mr. William Freudenberg

Staff: Ms. Mary Rideout, Brian J. Desmond, Ms. Tammy Walters, Ms. Beth Hoerschler, and Ms. Donna Schultz

**1. Call to Order. Approval of Agenda:**

The regular meeting of the Oneida County Social Services Committee was brought to order at 9:00 a.m. by Ms. Carol Pederson, Chairperson. The Chairperson noted that the meeting had been properly posted and mailed in accordance with the Wisconsin Open Meeting Laws. Motion by Mr. Alan VanRaalte, seconded by Mr. Jim Winkler, to approve the agenda as posted. Motion carried unanimously.

**2. Minutes of Social Services Committee – August 22, 2017:**

Motion by Mr. Alan VanRaalte, seconded by Mr. Jim Winkler, to approve the Social Services Committee minutes of August 22, 2017. Motion carried unanimously.

**3. Public Comment:**

None.

**Social Services:**

**1. Social Work Vacancy Review:**

Ms. Mary Rideout discussed the need to fill the vacant social worker position and the plan of having workers work in both the Adult and Children and Families units.

Ms. Beth Hoerschler described the job description for the new worker and the future job description of current workers. Ms. Mary Rideout and Ms. Beth Hoerschler discussed that workers will be cross-trained and used where they are most needed.

Motion by Mr. Alan VanRaalte, seconded by Mr. Bob Metropulos, to approve the request to fill the Social Work Position. Motion carried unanimously.

**2. Child Support Specialist Vacancy Review and Appeal:**

Ms. Mary Rideout discussed the retirement of one CS Specialist and the need to fill that position, requesting to bypass the six-month waiting period.

Motion by Mr. Alan VanRaalte, seconded by Mr. William Freudenberg, to approve the request to appeal and fill the Child Support Specialist Position. Motion carried unanimously.

**3. Additional Funds for Server Upgrade-Line Item Transfer:**

Mr. Mary Rideout discussed the Agency's current software, new software, the need for upgrading the server, and requesting an expenditure in the amount of \$13,377.00. This will be funded within the Social Services 2017 Budget.

Motion made by Mr. Jim Winkler, seconded by Mr. Bob Metropulos, to approve the request for additional funds for the Server Upgrade. Motion carried unanimously.

**4. Youth Justice Innovation Grant Application:**

Ms. Beth Hoerchler discussed our application for, and being awarded a \$100,000.00 Youth Justice Innovation Grant. Ms. Hoerchler discussed utilizing a facilitator to pull agencies together to make the best use of the grant money. Ms. Hoerchler spoke of the benefits that will occur with the use of this grant money and that the grant money will be used in both Oneida County and Vilas County.

Motion made by Mr. Jim Winkler, seconded by Mr. Alan VanRaalte, to approve the application and accept the Youth Justice Innovation Grant. Motion carried unanimously.

**5. Resolution for Administration of Children's Community Options Program:**

Ms. Mary Rideout discussed the preparation of the Resolution for Administration of the Children's Community Options Program (CCOP) and that there are two options to consider in the Resolution. Ms. Mary Rideout stated the program will be administered by the Human Service Center and will be used for all three counties. Ms. Mary Rideout discussed the two options and requested the Committee to adopt Option 1 of the resolution.

Motion by Mr. Jim Winkler, seconded by Mr. William Freudenberg, to approve Option 1 of the Resolution for Administration of Children's Community Options Program as presented and forward to the Oneida County Board of Supervisors for approval. Motion carried unanimously.

**6. Juvenile Justice Community Intervention Program Contract/ 07-01-2017-06-30-2018:**

Ms. Mary Rideout discussed the Juvenile Justice grant and its use. Ms. Mary Rideout discussed how the Agency contracts with outside agencies. Mr. Brian J. Desmond discussed the program contract and some of his concerns, *i.e.*, liquidated damages, reduction in payments that are not specified amounts, and the ability to cancel within 30 days/120 days, etc.

Motion by Mr. Bob Metropulos, seconded by Mr. William Freudenberg, to approve the Juvenile Justice Community Intervention Program Contract/ 07-01-2017-06-30-2018, as presented. Motion carried unanimously.

**7. Agency Update: Family Care, Staffing, Dementia Grant, ADRC Fiscal Agent Status:**

Ms. Mary Rideout informed that the final transfer date for Family Care is October 1, 2017. Ms. Mary Rideout stated the majority of clients on waitlist will not have a long wait for services.

Ms. Mary Rideout informed that the CAAN worker position has been offered and accepted. Ms. Mary Rideout stated paperwork needs to be done and anticipates the worker will start in mid-October.

Ms. Mary Rideout informed that Ms. Nancy Fedderly, Child Support Specialist, has informed that she will be retiring in November; social worker Ms. Traci Caswell is leaving the Agency as of September 29; and Ms. Tara Vandenberg is performing LTE duties by working on the Dementia Grant.

Ms. Mary Rideout stated that this Agency continues as fiscal agent for the ADRC and that we should be ending payroll services by the end of the year.

**8. 2017 Financial/Statistical/Comp. Time Reports:**

The committee reviewed the Financial/Statistical/Comp. Time Reports. It is projected that the Agency anticipates a \$194,000.00 surplus based on August projections for 2017.

Motion by Mr. Alan VanRaalte, seconded by Mr. William Freudenberg, to approve the 2017 Financial/Statistical/Comp. Time Reports. Motion carried unanimously.

**9. Audit of Payments/Line Item Transfers:**

Motion by Mr. Jim Winkler, seconded by Mr. Alan VanRaalte, to approve the Audit of Payments and Line Item Transfers as presented. Motion carried unanimously.

**10. Agenda Items for Future Meetings:**

**Veteran's Services:**

**1. Debrief County Veterans Service Officers Association Fall Conference:**

Ms. Tammy Walters informed the committee that she was elected as President of the Association for the next year. Ms. Tammy Walters discussed the conference and its success.

2. **2017 Financial/Statistical/Comp. Time Reports:**

Ms. Tammy Walters did not have a comp time report as everything she inputted after June 26 disappeared and ITS said they cannot retrieve the information. She will have to recreate her report and will present it at the next meeting. Motion by Mr. Alan VanRaalte, seconded by Mr. Bob Metropulos, to accept statistical and comp time report. Motion carried unanimously.

3. **Audit of Payments/Line Item Transfers:**

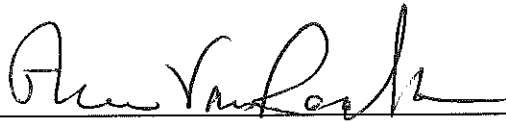
Motion by Mr. Alan VanRaalte, seconded by Mr. Jim Winkler, to approve the vouchers as presented. Motion carried unanimously.

4. **Agenda Items for Future Meetings:**

Resolution to lease office space to Veterans Outreach and Recovery Program (VORP) Specialist.

5. **Adjourn:**

There being no further business to be brought before the Committee, it was moved by Mr. Jim Winkler, seconded by Mr. Alan VanRaalte, to adjourn the meeting at 10:55 a.m. The next meeting of the Social Services Committee will be Tuesday, October 24, 2017 at 9:00 a.m. in the First Floor Conference Room. Motion carried unanimously.



Mr. Alan VanRaalte



Ms. Carol Pederson, Chairperson

Date: September 28, 2017